

AT A REGULAR MEETING OF THE VINTON TOWN COUNCIL HELD ON TUESDAY, MAY 19, 2020, AT 7:00 P.M. BY ELECTRONIC COMMUNICATIONS PURSUANT TO SECTION 15.2-1413, CODE OF VIRGINIA (1950), AS AMENDED, AND ORDINANCE NO. 1016

MEMBERS PRESENT: Bradley E. Grose, Mayor  
Keith N. Liles, Vice Mayor  
Sabrina McCarty  
Janet Scheid  
Michael W. Stovall

STAFF PRESENT: Barry W. Thompson, Town Manager  
Susan N. Johnson, Executive Assistant/Town Clerk  
Jeremy Carroll, Town Attorney  
Pete Peters, Assistant Town Manager/Director of Economic Development  
Anne Cantrell, Finance Director/Treasurer  
Joey Hiner, Public Works Director  
Chasity Barbour, Community Programs & Facilities Director

OTHERS PRESENT: Debbie Adams, The Vinton Messenger  
Dan Miles, Roanoke Valley Resource Authority

**The Vinton Town Council meeting was held via** Zoom with livestreaming on the Town of Vinton, Virginia Government Facebook Page. The Mayor called the regular meeting to order at 7:00 p.m.

**The Town Clerk called the roll with Council** Member McCarty, Council Member Scheid, Council Member Stovall, Vice Mayor Liles and Mayor Grose present and announced there was a quorum of Council. The Town Clerk next announced the names of staff and others present, confirmed that the meeting was being held in accordance with Ordinance No. 1016 and Amendment 28 to House Bill 29 adopted at the 2020 Reconvened Session of the Virginia General Assembly and that everyone present was participating by electronic means.

Roll call

**After a Moment of Silence, Vice Mayor Liles led** the Pledge of Allegiance to the U.S. Flag.

**Under upcoming community events/** announcements, Council Member McCarty announced the following: the current participating class of Leadership Roanoke Valley (LRV) is watching our Town Council Meeting tonight via Facebook as part of their graduation requirements; the Town is being very cautious during the COVID-19 Pandemic and has decided to cancel the 4<sup>th</sup> of July Celebration as well as the

June 13th and June 27th Mingle at the Markets in hopes that we will be able to get back to our normal schedule later in July and congratulated the William Byrd High School 2020 graduates who had a drive-thru graduation ceremony today at the school.

**Council Member Scheid made a motion to approve the Consent Agenda, as presented; the motion was seconded by Council Member McCarty and carried by the following vote, with all members voting: Vote 5-0; Yeas (5) – McCarty, Scheid, Stovall, Liles, Grose; Nays (0) – None.**

**Under awards, introductions, presentations and proclamations, the Mayor announced that that four Proclamations have been prepared and sent out recently: GBS/CIDP Awareness Month for the month of May; National Police Week for the week of May 10-16; National Public Works Week for the week of May 17-23 and Terrier Day in Honor of the William Byrd High School Class of 2020 – May 19.**

**The next item on the agenda was to consider adoption of a Resolution approving the 2020-2021 operating budget of the Roanoke Valley Resource Authority. Dan Miles, Chief Executive Officer, first commented that normally this budget would have been presented prior to April 1, 2020, but they requested an extension from each of the member communities to delay that presentation because of the COVID-19 Pandemic.**

The budget of \$12,597,597 is a balanced budget. In order for the revenue and expenses to balance, they are utilizing \$147,572 of the Contingency Reserve Fund. The budget does represent an overall decrease of \$1,236,089 which is almost a nine percent decrease from the current fiscal year budget. The proposed budget does not include any increase in the municipal tipping fee.

Mr. Miles next commented that the contributions to reserves have been steadily decreasing for the last four years. Four years ago they were at \$1.3 million and this year they are at \$10,000., which is a cut of \$2.3 million. When you look at any entity and see

Approved minutes of the Regular Council Meeting of April 7, 2020; adopted Resolution No. 2356 appropriating funds in the amount of \$213.66 received from the Virginia Complete Count Commission to reimburse the costs of mailing inserts advertising the importance and process of completing the 2020 Census form to every paper bill for households that are served by Town of Vinton water service

a declining net worth balance consistently such as what they have seen, it does not bode well for a healthy organization.

They are still dealing with trying to see what they are going to do with their transportation methodology. That decision will have to be made in order for them to move forward.

When they get into the fiscal year, he would imagine there would be some changes to the budget. A substantial amount of the waste stream comes from the commercial sector that collects from the businesses in the Roanoke Valley region. If these businesses stay closed and do not produce product and are not creating materials that will come back to them, they will not be generating revenue.

Mr. Miles next gave a history of the negotiations concerning the transportation of the waste to the regional landfill. They are trying to figure out whether they are going to continue utilizing Norfolk Southern with their rail haul transportation or trucking the garbage and setting the transfer stations up to be able to utilize tractor trailers.

Mr. Miles further commented that they received the Special Use Permit for the landfill operation, which allows the RVRA Board to determine the mode of transportation to be used in the transportation corridor in and around the Smith Gap landfill. The Board has authorized an outside contractor to reopen negotiations with Norfolk Southern. Also, Roanoke County has engaged a consulting engineer to review the cost projections and engineering estimates for the road conversion project to make a determination as to whether or not what they are seeing is valid. They are anticipating reports from both of those projects to be back at the end of June and for the Board to receive the reports in July.

Trucking would not be an issue for them because there are a number of transport providers that would be able to serve their needs. With rail, there is only one service provider. In order to get to trucking they would need to spend somewhere in the \$6-7 million range to finish out all of the capital acquisitions in order to make that change. With rail, they would be somewhere in the range of \$23-24 million to transition to flatcars and shipping

containers and purchase additional equipment as well as updates to the rail. They have already purchased the trailers and have already spent almost \$20 million for trucking.

Council Member Stovall made a motion to adopt the Resolution as presented; the motion was seconded by Council Member Scheid and carried by the following roll call vote, with all members voting: Vote 5-0; Yeas (5) – McCarty, Scheid, Stovall, Liles, Grose; Nays (0) – None.

**The next item on the agenda was to consider** adoption of a Resolution appropriating funds in the amount of \$545,250.00 for the Walnut Avenue Bicycle and Pedestrian Accommodations Project – West Lee Avenue to 1st Street. Pete Peters commented that this project is receiving reimbursable funds through the Virginia Department of Transportation (VDOT) and the Surface Transportation Block Grant (STBG). The Roanoke Valley Transportation Policy Organization (RVTPO) endorsed this project and allocated the funds for Vinton in 2018. On March 2, 2020 VDOT authorized the project to proceed by way of contract. The Town is in final preparation to select a design firm.

The Finance Committee reviewed this request at their May 12 meeting and recommends approval.

Council Member Scheid commented on the work of staff to get these grants and how important it is that the Town continues to get these grants through the TPO for these projects. She asked Anita McMillan to add up all of the money the Town has received through these grants and for the Walnut Avenue Project, the Gus Nicks Blvd project and the Glade Creek Phase III project, it totals almost \$2.5 million including this project. In addition, there is work under way now by staff to apply for Smart Scale funding for the rest of the Walnut Avenue project, which would be another \$7 million. Unfortunately, State revenues for transportation funding are going downhill rapidly with the lack of vehicle sales over the last couple of months and the huge decrease in fuel tax, which is what funds these grants. The next year or two are not looking good for these funds.

Adopted Resolution No. 2357 approving the 2020-2021 operating budget of the Roanoke Valley Resource Authority

Council Member Scheid made a motion to adopt the Resolution as presented; the motion was seconded by Vice Mayor Liles and carried by the following roll call vote, with all members voting: Vote 5-0; Yeas (5) – McCarty, Scheid, Stovall, Liles, Grose; Nays (0) – None.

Adopted Resolution No. 2358 appropriating funds in the amount of \$545,250.00 for the Walnut Avenue Bicycle and Pedestrian Accommodations Project – West Lee Avenue to 1st Street

**The next item on the agenda was a briefing on** a draft of the updated Vinton Farmers' Market Policy & Procedure and new branding materials to be used for marketing the Farmers' Market and Charles R. Hill Community Center. Chasity Barbour first commented that the last Farmer's Market Policy was adopted in 2014 and then she reviewed the key highlights of the updated policy.

The hours of operation for the FY2020-2021 season, April through October, will be Tuesday through Friday, 9:00 a.m. to 6:00 p.m. and Saturday from 9:00 a.m. to 2:00 p.m. They will open back up in November to sell Christmas trees as long as the season continues the way that it is.

The new rental fee schedule will be \$10.00 daily, \$240 monthly and \$50 daily for special events just within the market area. The rental fees will be included in the Taxes, Licenses and Fee Schedule of the Town's Annual Budget document and will allow them to adjust the rental fees from season to season based on supply and demand. It will also keep them aligned with the rate structure of the War Memorial and the Community Center.

Ms. Barbour next commented on the new branding logos for the Farmer's Market and the Community Center, which were a part of the agenda package. The two logos were designed by her and Sherri Winkler.

**The next item on the agenda was an overview of** the Town Manager's Recommended Budget for FY2020-2021. The Town Manager made opening comments from the Proposed Budget Transmittal Letter. He then turned the meeting over to Anne Cantrell for a more detailed presentation of the FY 2021 Budget. Ms. Cantrell reviewed a PowerPoint presentation, which is on file in the Town Clerk's Office as a part of the permanent record.

With regard to the Utility Fund Revenue Budget, Ms. Cantrell commented that as part of Davenport

& Company's rate study this past fall, Council adopted an Ordinance that would increase rates 8% on the service charge and 6% on the volumetric rate each July 1<sup>st</sup> until FY2023. This included the upcoming budget year which accounts for the roughly 2% increase we are seeing in the budget. Due to revenue loss from our third highest user, we are re-evaluating with Davenport & Company to see if the rate structure that we adopted can still support the improvements that we need to make.

With regard to the recommended reductions of \$263,189.71, this total decrease allowed the budget to be balanced without increasing taxes or using fund balance.

Ms. Cantrell further commented that the CIP Funding List is different than originally planned. Before the COVID-19 Pandemic, the Town had identified and planned to fund \$370,000 a year in capital replacement and felt we could take care of most of our needs within a ten year period. After the revenue losses became apparent, staff had to remove all but the \$175,000 match which was required for the Mountain View Road Virginia Department of Transportation (VDOT) application to reach our 50% requirement. Should revenues improve during the budget year, the original plan has been included in the budget document for Council as a resource for possible appropriation.

Due the timing of the advertising in The Vinton Messenger, staff sent the Public Hearing Notice last Friday for the proposed Budget, which will run for the two-week period as required by law. The Public Hearing will be held on June 2<sup>nd</sup>, followed by a Finance Committee review on June 9<sup>th</sup> and final adoption of the budget by Council on June 16<sup>th</sup>.

Vice Mayor Liles commented that when we purchased the refuse carts, we were going to transition one of the refuse crew employees into another area and reduce the crew by one. He then asked was that one of the positions that was being frozen. The Town Manager responded that staff was premature in making that statement because we did not have the data on the carts and the flippers and we have not been able to deliver that. With this budget we are recommending changing our structure in the delivery of bulk

pickup to offer it one week and recycling the next to utilize the same employee for bulk and recycling. We would move the second employee off recycling back to one of the unfilled positions and eliminate the second position on the recycling truck.

Vice Mayor Liles next asked how we were going to make up the difference of the five-year plan for the purchase of the refuse carts. We are still looking for \$200,000 to pay for the carts. The Town Manager responded that we did not have to use our unappropriated fund balance to pay for the carts because of the increase in our revenues. Vice Mayor Liles further commented that the matter could be discussed at a future meeting before the budget is approved, but he was disappointed that the plan was not followed.

Council Member Scheid commented that she has talked about this over the last year in terms of the promise that we were going to go from four to three people on the refuse truck and use the savings from that one employee to pay for the cost of the carts, which turned out to be slightly less \$200,000. That was a decisive factor in Council's decision to move ahead with the carts. She agreed with Vice Mayor Liles that was hard to understand why we cannot go from four to three on the truck and we should not give up on that idea.

Council Member Scheid next commented that she was glad to see the recommendation for bulk every other week, but was concerned about the cardboard that is being set out for bulk and the potential for it to be sitting out for two weeks and blowing around the neighborhoods.

Council Member Stovall commented that he was not involved in the process when the refuse carts were voted on and put into place. Council Member Scheid has been adamant that when that decision was made that the refuse crew would go from four to three employees to pay for the carts. If that was the commitment to Council, then it is an issue that we have to address.

The Mayor commented that this matter had been discussed several times in Council meetings.

Perhaps we need to direct the Public Works Committee to review it again to see if we can try to achieve the goal of three refuse crew members. If not, we need to put this behind us and try to make that revenue up from another source.

Vice Mayor Liles further commented that Council would not have moved forward if they were given the correct information. Going forward he expects staff to do their research and make sure they can deliver on the questions that are asked and the answers that are given. Council Member Scheid further commented that Council does have to count on the information they are given, but she is glad we moved forward with the carts

Council Member Stovall next commented on the work that staff has done on the budget. The Town will come out of this COVID-19 Pandemic and once we do, the first and foremost thing we need to look at are the employees of the Town.

**The Town Manager commented that Chief Foster** wanted to let Council know that he is not participating in the meeting tonight because it is his 30<sup>th</sup> wedding anniversary. He wanted me to say to you that he is married to the luckiest woman he knows.

Chief Foster also wanted Council to know that the William Byrd High School graduation procession when great this morning even though it was raining. The Police Department was glad to be a part of the event and they want to congratulate all of the William Byrd High School graduates.

The Town Manager next commented that he had received an email from the Roanoke County Registrar with the results of today's election: Mayor Grose – 410 votes with 5 write-ins; Liles – 373 votes and Mullins 344 votes with five write-ins. Congratulations to all of the winners.

**Under reports from Council Committees, Anne Cantrell** commented that the Finance Committee met electronically on May 12, 2020. At that meeting, the Committee reviewed the Walnut Avenue Grant appropriation, the U.S. Census Bureau Grant appropriation, the budget forecast for FY2020 and the FY2021 proposed budget.

The Committee also reviewed the March Financial Report and Ms. Cantrell commented on the Financial Summary Report that was a part of the agenda package and the total cash and investments available in March.

Vice Mayor Liles made a motion to approve the March 2020 Financial Report as presented; the motion was seconded by Council Member McCarty and carried by the following vote, with all members voting: Vote 5-0; Yeas (5) – McCarty, Scheid, Stovall, Liles, Grose; Nays (0) – None.

Approved March 2020 Financial Report

**The Mayor commented that Town staff has** really stepped up to bat during the COVID-19 Pandemic. The citizens can be confident that we will continue to deliver the core services during this time. The Mayor then thanked citizens for electing him to another term as Mayor and that the Town has a great future

**Comments from Council Members: Vice Mayor** Liles congratulated the Mayor and thanked the citizens for re-electing him and welcomed Laurie Mullins to Council. The Town was looking phenomenal with the budget until the COVID-19 Pandemic. It will take some hard work, but we were on track and can get back on track again. We have a lot of transformation going on and it will not take us too long with the excitement and momentum of our citizens and staff. Vice Mayor Liles also agreed that we do need to look after our employees.

Council Member McCarty commented on the William Byrd High School Graduation day and expressed thanks to all who have been working since the COVID-19 Pandemic has started. She encourage everyone to visit our Farmers' Market and local restaurants.

Council Member Stovall congratulated Council Member Scheid for her time and service and the passion she brought to Council.

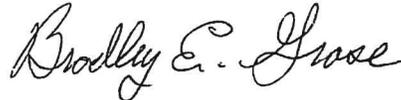
Council Member Scheid congratulated the Mayor and Vice Mayor on their re-election and commented that public service is a passion and anyone who steps up to serve in the public sector has a good heart and will work hard. She also welcomed Laurie Mullins to Council.

Council Member Scheid next asked Pete Peters for an update on the Lime scooters. Mr. Peters responded that Nathan McClung contacted the government liaison for Lime and found out that they were dropped off by accident. They had no intention of being within the town limit and were in the wrong location. They picked them up today. Mr. McClung communicated to them the proper procedures to follow if they were to locate in Town. They are going to see what the ridership is in the City of Roanoke this year before they plan any expansion.

**Vice Mayor Liles made a motion to adjourn the meeting;** the motion was seconded by Council Member McCarty and carried by the following vote, with all members voting: Vote 5-0; Yeas (5) – McCarty, Scheid, Stovall, Liles, Grose; Nays (0) – None. The meeting was adjourned at 8:43 p.m.

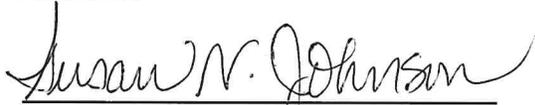
Meeting adjourned

APPROVED:



Bradley E. Grose, Mayor

ATTEST:



Susan N. Johnson, GMC, Town Clerk